

P.S – Education(SE) Department – Departmental Proceedings under Rule 20 of the Andhra Pradesh Civil Services(CC&A) Rules, 1991 against Sri R.Rama Rao, Deputy Director of Adult Education for certain irregularities committed by him while he was working as Deputy Director of Adult Education, Warangal District – Articles of charges – Issued.

EDUCATION(SE.VIG.II & COORDN.)DEPARTMENT

Dated: 05-08-2008

- 1) From the Director, Adult Education, AP, Hyd., Lr.Rc. No. 3344/ B2/ DAE/2007, dt.27-06-2007.
- 2) Govt.Memo No.9803/SE.Vig.II & Coordn./A1/07-1 & 2, dt.23-07-2007 & 22-08-2007.
- 3) From the Director, Adult Education,(FAC), AP, Hyd., Lr.Rc. No. 3344/ B2/ DAE/2007, dt.30-06-2008.

ORDER:

It is proposed to hold an enquiry against Sri R.Rama Rao, Deputy Director of Adult Education in accordance with the procedure laid down in Rule 20 of the Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules, 1991, for certain irregularities committed by him while he was working as Deputy Director of Adult Education, Warangal District.

2. The substance of the imputations of misconduct or misbehaviour in respect of which the inquiry is proposed to be held is set out in the enclosed statement of articles of charges(Annexure-I). A statement of imputations of misconduct or misbehaviour in support of each article of charge is enclosed (Annexure-II). A list of documents by which, and a list of witness by whom, the article of charges are proposed to be sustained are also enclosed.(Annexure-III & IV).

3. Sri R.Rama Rao is directed to submit within 10 days of the receipt of this order, a written statement of his defence.

4. Sri R.Rama Rao, is informed that an inquiry will be held only in respect of those articles of charges as are not admitted. He should, therefore, specifically admit or deny each article of charge.

5. Sri R.Rama Rao, is further informed that if he does not submit his written statement of defence on or before the date specified in para-3 above, further action will be processed based on the material available.

6. Further Sri R.Rama Rao, is informed that as per Rule 24 of the Andhra Pradesh Civil Services(Conduct) Rules, 1964, no Government servant shall bring or attempt to bring any political or outside influence to bear upon any superior authority to further his interests in respect of matters pertaining to his service under the Government. If any representation is received on his behalf from another person in respect of any matter dealt with in these proceedings it will be presumed that Sri R.Rama Rao is aware of such a representation and that it has been made at his instance and action will be taken against him for violation of Rule 24 of the Andhra Pradesh Civil Services (Conduct) Rules, 1964.

(p.t.o)

6. The receipt of the G.O. may be acknowledged.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

D.R.GARG
PRINCIPAL SECRETARY TO GOVT.(RVM)

To

Sri R.Rama Rao, the then Deputy Director of Adult Education, Warangal now working at Ananthapur District through the Director of Adult Education, AP, Hyderabad.

Copy to the Director of Adult Education, AP, Hyderabad. He is requested to furnish the copies of list of documents mentioned Annexure-III to the charged official.

//Forwarded::By order//

Section Officer

ANNEXURE-I

Articles of Charge framed against Sri R.Rama Rao, the then Deputy Director of Adult Education, Warangal District.

Article of Charge – I:

That the said Sri R.Rama Rao failed to guide the District Collector by bring the guidelines/instructions given by NLM, New Delhi/Director of Adult Education, AP, Hyderabad in purchase of Material worth of Rs.10.00 lakh by the Z.S.S. He had not followed the guidelines and incurred expenditure by violating procedures and committed grave financial irregularities in purchase of material.

Article of Charge – II:

Sri R.Rama Rao while working as Deputy Director of Adult Education, Warangal committed grave irregularities in releasing grant to CE Committees by keeping the District Collector in darkness and violated all procedures in distributing funds to CECs.

Article of Charge – III:

That Sri R.Rama Rao while working as Deputy Director of Adult Education, Warangal failed to review the implementation of CE Programme in the District and he also failed to supply sports material. He also failed to Maintenance of records, Cash books, Pass books etc., will the help of MLOs and subordinate staff.

Article of Charge – IV:

Sri R.Rama Rao, the then Deputy Director of Adult Education, Warangal violated the Procedure in conduct of evaluation and his action caused pecuniary loss to the Government to the tune of Rs.2,55,825/-.

Article of Charge – V:

Sri R.Rama Rao, the then Deputy Director of Adult Education, Warangal misleded the District Collector and not followed the Note orders of the District Collector/Chairman, ZSS, Warangal in incurring the expenditure under Training to Preraks for Rs.4,98,705/- and contingencies of Rs.1,24,800/-.

Article of Charge s– VI:

Irregular printing of Survey Forms under CE Programme for Rs.54,886/-.

D.R.GARG
PRINCIPAL SECRETARY TO GOVT.(RVM)

SECTION OFFICER

ANNEXURE –II

Statement of Imputations on the Articles of Charge framed against Sri R.Rama Rao, the then Deputy Director of Adult Education, Warangal District.

Article – I

The Government of India have released Rs.92,80,941/- towards first installment of 3rd year to the Warangal District under various heads of accounts. The amounts were released by the APSLMA to the Z.S.S. as detailed below:

1. Rs.76,07,341/-- vide Ch.No.03957, dt.24-10-2006.
2. Rs.14,75,100-00 on 17-01-2007.
3. Rs.1,98,500-00 retained by the APSLMA towards 2% Admn. Of cost of APSLMA.

While releasing the above grant, the Director of Adult Education has issued clear guidelines for incurring the expenditure as detailed below vide DAE Procs.Rc.No.2716/B2/DAE/2006, dt.07-10-2006.

1. The ZSSs have to release the funds received from the APSLMA to the Continuing Education Committees only by way of “Account Payee Cheques/Demand Drafts: duly monitoring head-wise and retain only the cost of training and purchase of graded material.
2. The ZSSs shall get the month-wise bills/vouchers or utilization certificates from Continuing Education Committees through MLOs and keeps them on record.
3. Further, while releasing the amount pertaining to books and maintenance, purchase and replacement of materials and equipment, vide DAE’s Procs.No.2716/B2/DAE/2006, dt.17-01-2007 to the ZSSs in the State the following guidelines were issued.

The Deputy Directors of Adult Education/Secretaries of ZSSs concerned are informed that the head i.e., “maintenance, purchase and replacement of literacy material and equipment’ is not meant for purchase of books only in fact the amount relates to the non-recurring items i.e., Equipment, Maps, Charts, Pictures, Sports items and recreational materials etc. Further, the ZSSs should follow the guidelines while purchasing books and not to give scope for any violation of guidelines and instructions given from time to time by the Director of Adult Education, AP, Hyderabad.

The Deputy Director of Adult Education and Secretary, ZSS Warangal has moved a note on 05-02-2007 to the District Collector, Warangal through Joint Collector stating that the Director of Adult Education has released Rs.14,75,100/- to purchase books and maintenance, purchase and replacement of material and equipment and this amount has to be released to the Neo-literate Management Committees for Equipment, Books, Maps, Pictures, Sports and recreational items. He took the orders from the District Collector on 23-03-2007 to release Rs.14,75,100/- to the 632 CE Management Committees and 90 NCE Management Committees as detailed below:

S.No.	Name of the item	Amount per CEC	Amount per NCEC
1.	Maps & Charts	200.00	600.00
2.	Sports and Games material	1000.00	1650.00
3	Books	600.00	1500.00
TOTAL;		1800.00	3750-00

Further as per the guidelines, the books for neo-literates should have been purchased by the Zilla Saksharatha Samithi at district level by a selection committee under the Chairmanship of District Collector. Contrary to the above, he proposed to release the amounts to the MLOs for purchase of books. It was highly irregular and misguided the District Collector on this issue.

Accordingly, Sri R.Rama Rao, Deputy Director has got the signature of the District Collector, Warangal on “Yourself” Cheque and managed to obtain Bankers Cheques/Demand Drafts to the Neo-literate Management Committees of 632 CECs and 90 NCECs.

But, contrary to the note orders, he obtained (52) Mandal-wise Demand Drafts in the name of Neo-literate Management Committee (Mandal Committees) instead of each CEC/NCE Committees and handed over the Demand Drafts to the MLOs. The MLOs who are person in charge of the Committee placed orders directly to the Partibha Graphics, Warangal at the rate fixed by them without any norms for supply of carom board, coins, skipping rope, Tenni Koit Ring, District map (multi colour) Rolling black board, Volleyball. Thus he involved himself in corrupt practicing in collusion with MLOs and M/s.Pratibha graphics, Warangal. This firm is only deals with some graphic work and printing.

In this connection about 18 Mandal Literacy Organisers in their representation to the Collector dt.20-6-2007 wrote that the Deputy Director of Adult Education told that he would buy sports material on behalf of them and asked them to give back the bearer cheques issued to the MLOs with their signatures on the backside. So they returned the cheques to the Deputy Director with their signatures on the back side of the cheques. This action of Deputy Director is a clear evidence of fraud and corrupt intention.

Sri R.Rama Rao, Deputy Director of Adult Education, Warangal cheated the District Collector and Chairman, ZSS by breach of confidence by obtaining the Demand Drafts in favour of MLOs instead of CE Committees which are constituted as per the A.P.School Education (Community Participation) Act, 1998. Though he obtained the orders from the District Collector & Chairman, ZSS to obtain DDs to the CE Committees, he managed to release the amounts to the MLOs in the name of Neo-literate Management Committees of Mandals, without the knowledge of the District Collector who is the Chairman of ZSS. Thus, he cheated the District Collector & Chairman, ZSS, Warangal. When the Joint Director of Adult Education met the District Collector, Warangal, the District Collector stated that she was not aware of issuing cheques to the MLOs instead of CE Committees. Thus he diverted the funds without the knowledge of the District Collector, which is a clear case of breach of confidence and lack of integrity.

The circumstances/evidences shows that Sri R.Rama Rao, Deputy Director of Adult Education, Warangal manipulated all these things and purchased sports material from Pratibha Graphics, Warangal which is against the guidelines of NLM and A.P.Financial Code Procedures.

Article-II:

The Deputy Director of Adult Education, Warangal has moved a note on 13-11-2006 to the District Collector and Chairman, ZSS, Warangal that an amount of Rs.76,07,341/- was released as CE grant to the District and proposed to release Rs.67,38,000/- to the 1444 Neo-literate Management Committees/MLOs as detailed below:

1.	Nodal CEC	Rs.9350-00(90)
2.	C.E.C.	Rs.4625-00(632)
3.	Sub NCEC	Rs.5850-00(90)
4.	Sub CEC	Rs.3625-00(632)
5.	MLOs FTA	Rs.1,56,000/-

After approval, he took signature of District Collector for “yourselves” cheque for Rs.67,38,000/- and addressed to the Manager, A.P.Kakatiya Gramena Vikas Bank, Warangal to give Demand Drafts accordingly. But surprisingly, no Demand Drafts were issued to the CE Committees, instead of that the Deputy Director of Adult Education, Warangal has issued two cheques to each Committee as detailed below. Thus, he cheated the District Collector and kept the District Collector in dark and

misused his official capacity by issuing cheques to 6 CECs instead of 1444 CE Committees.

	<u>I Cheuge</u>	<u>II Cheque</u>
CEC	Rs.4,305/-	Rs.320/-
Sub CEC	Rs.3,305/-	Rs.320/-
NCEC	Rs.8,030/-	Rs.320/-
Sub NCEC	Rs.5,530/-	Rs.320/-

As seen from the Bank statement of Kakatiya Gramena Bank, Hanumakonda, Warangal, the cheques issued @ Rs.320/- was deposited to the following SB accounts which are not related to committees.

S. No	S.B. Account NO.	Account in the name of	No.of Cheques deposited	Total Amount Rs.	Remarks
1.	3622	Neo-literate Management Committee Byrampally	176 Cheques @ Rs.320/- per each.	56,320/-	
2.	3757	Neo-literate Management Committee Madikonda	952 cheques @ Rs.320/- per each.	3,04,640 /-	
3.	2735	Neo-literate Management Committee Shambunipet.	150 cheques @ Rs.320/- per each.	48,000/-	Under Warangal Urban MLO Account.
4.	2963	Neo-literate Management Committee Ursu	56 cheques @ Rs.320/- per each.	17,920/-	
5.	2691	Neo-literate Management Committee N.R.R.Thota.	54 cheques @ Rs.320/- per each.	17,280/-	
6.	2785	Neo-literate Management Committee Khila, Warangal.	56 cheques @ Rs.320/- per each.	17,920/-	

It is evident that the Deputy Director instructed all the MLOs to place orders with M/s.Jayasree Graphics, Warangal for purchase of registers to CECs.

M/s.Jayasri Graphics in his letter dt.06-01-2007 addressed to the Deputy Director of Adult Education, Warangal stating that they have supplied a set of (10) registers to all the 1444 CECs as per work orders issued by the MLOs and received 1444 cheques in the name of “Neo-Literacy Management Committee” with backside endorsement that “please pay to Jayasri Graphics”. But the Bank Manager refused to pay the amount and requested to pay amount through the MLOs. In response to this letter, Shri R.Rama Rao, Deputy Director of Adult Education, Warangal vide Rc.No.Spl.I/ZSS/2007, dt.11-01-2007 directed all the MLOs of Warangal Municipal Corporation, Hanumakonda and Hasanaparty and also Head Masters of Learning Association and to issue consolidated cheques. This instruction was given by himself without knowledge of the District Collector who is the Chairman of ZSS. This action leads to breach of confidence.

All these things were happened without notice to the District Collector who is Chairman of ZSS, Warangal.

1. In this instance, Sri R.Rama Rao, Deputy Director of Adult Education, Warangal issued cheques by splitting the amounts into two parts at his level by misusing the power delegated to him to sign cheques up to Rs.10,000/- without the knowledge of the Collector to CECs instead of obtaining demand drafts (Note orders were obtained and cheque got signed by the District Collector to obtain the DD/BCs in favour of Neo-literate Management Committee).
2. All the cheques were unauthorizedly collected back and deposited in (6) accounts to an extent of Rs.4,62,080/- with the help of MLOs by violating all financial rules.
3. Mr.Rama Rao made correspondence with M/s.Jayasree Graphics and directed the MLOs to pay the amount to the above firm without approval and without notice of the Collector.
4. All the above transactions are highly irregular and reflect his malafide intention. He kept the Collector in dark at every stage.

This shows his lack of integrity.

Article-III

Sri P.Janardhan Reddy, Joint Director of Adult Education visited the Nodal Continuing Education Centre at Shivunipally and Station Ghanpur Mandal of Warangal District in order to verify records with reference to the allegations. The Centre was found closed at the time of visit. There are not lighting facilities in the center. A girl named Kum.Annapurna residing neighbourhood opened the center introducing herself as Prerak.

- * Villagers told in the presence of Deputy Director of Adult Education and MLO that the Nodal Prerak Mr.Omprakash is not coming to the center for a longtime and this girl Kum.Annapurna is running the center. The Nodal Prerak paid her Rs.200/- per month.
- * As per the visit register, the last visit of MLO was on 22-01-2007. The last visit of Supervisor was on 09-02-2007. The MLO told that they are not maintained records previously before January 2007 and the Deputy Director of Adult Education, Warangal was aware of all these issues.
- * Cash Book and Pass Book are not available in the center and the MLO told that they were with him in his office. Only visit book and gate register are being maintained from January 2007 onwards.
- * NO sports materials are available in the centers. Only neo-literate books were displayed.

It seems that the Deputy Director of Adult Education, Warangal is not reviewing the functions of the CECs and lost control over his subordinate staff.

Article – IV:

The Director of Adult Education, AP, Hyderabad issued instructions in Memo No.5905/B1/DAE/04, dt.26-04-2005 in conducting Internal Evaluation of Akshara Bharathi Phase-I. In the said guidelines, instructions were issued to conduct the Internal Evaluation through Preraks and local Teachers.

On verification of the expenditure on Internal Evaluation, the ZSS, Warangal incurred an amount of Rs.2,55,285/- as shown below:

1.	Evaluation charges given to each Gram Panchayat @ Rs.100/- as honorarium to Prerak.	Rs.1,08,900-00
2.	Jeep Hire Charges paid to each Supervisor @ Rs.500/- per (10) days.	Rs. 65,000-00
3.	Printing of Evaluation Forms and Final Report Forms.	Rs. 4,300-00
4.	Certificates to Literates.	Rs.33,6250-00
	TOTAL	Rs.2,55,825-00

- * As per the guidelines, there is provision for printing of question papers for conducting Internal Evaluation only.
- * There is no provision for other items i.e., payment of honorarium, hire charges and printing of certificates etc.
- * This amount was drawn as advance. But after incurring the expenditure, it was not got approved by the District Collector.
- * Thus the then DDAE, Warangal violated the Procedures/Guidelines of the Director of Adult Education in conduct of the Internal Evaluation and also incurred huge expenditure which needs to be recovered from him.

Article – V:

It is noticed that Sri R.Rama Rao, the then Deputy Director of Adult Education, Warangal submitted a 'Note' to the District Collector/Chairman, ZSS, Warangal on 07-02-2007 for incurring expenditure of Rs.4,98,705/- towards training to Preraks and Rs.1,24,800/- towards Contingencies. The file was processed for release of amounts for conduct of trainings through the Regional Joint Director, School Education, Warangal and decided to release the amounts to Programme Officers and MPDOs by way of Cheque. This approval was given on 16-03-2007 and the Cheque was also signed by the District Collector/Chairman, ZSS, Warangal.

Contrary to this arrangements, Sri R.Rama Rao, the then DDAE, Warangal in his Lr.NO.45/CEC.III/ZSS.W/2006, dt.26-03-2007 wrote a letter to the Manager, Andhra Bank to issue Demand Drafts without crossing the Demand Drafts as shown below:-

1.	Manager, Mahila Pranganam	Rs.91,135-00
2.	Divisional Officers (5 cheques)	Rs.3,48,740-00
3.	MPDOs	Rs.58,430-00
4.	MLOs (52)	Rs.93,600-00
5.	MLOs(52)	Rs.31,200-00
	TOTAL:	Rs.6,23,505-00

It is highly irregular by taking Demand Drafts (without crossing) instead of taking Cheques in favour of MPDOs.

Article – VI

Sri R.Rama Rao, the then DDAE, Warangal incurred an expenditure of Rs.54,886/- on 16-03-2007 for conduct of Survey in Indiramma Villages through Self-Help Groups under Continuing Education Programme. This amount has been paid to Mahila Pranganam vide Cheque No.432566, dt.16-03-2007. The Government or Director of Adult Education has not issued any guidelines to the DDAEs to print survey forms either in Continuing Education Programme or in Akshara Bharathi Programme. Hence, this entire expenditure of Rs.54,886/- is objectionable.

D.R.GARG
PRINCIPAL SECRETARY TO GOVT.(RVM)

SECTION OFFICER

ANNEXURE-III

List of Documents by which the article of charges framed against Sri R.Rama Rao the then Deputy Director of Adult Education, Warangal District:

- 1) Enquiry Report of Sri P.Janardhana Reddy, Joint Director of Adult Education.
- 2) DAE's Procs.Rc.No.2716/B2/DAE/2006, dt.07-10-2006.
- 3) DAE's Procs.Rc.No.2716/B2/DAE/2006, dt.17-01-2007,
- 4) DAE's Memo No.5905/B1/DAE/04, dt.26-04-2005.
- 5) Inspection Report of ZSS, Warangal for the period from 16-10-2004 to 19-02-2008.

ANNEXURE-IV

List of Witnesses: Director of Adult Education, AP, Hyderabad.

D.R.GARG
PRINCIPAL SECRETARY TO GOVT.(RVM)

SECTION OFFICER